

Annual General Meeting of KCC

7:30 pm 20th May 2019

Kilmaronock Millenium Hall

1) Sederunt

CC : Gavin MacLellan (GM), Jim Morrison (JM), Ivan Mavor (IM), Sarah Guy (SG), David Scott-Park (DSP) and Andrew Sinnott (AS)

Brian McQuillan – Community Empowerment Team WDC

Willy Nesbit – LLTNP

Plus 10 members of the local community

2) Apologies

Neil MacGregor

3) Minutes of the AGM on 21 May 2019

The minutes were proposed as accurate by IM and seconded by AS.

4) Chairman's report

The year started with our first meeting in May 2018 and we had 6 full meetings in July, September, November, January, March and our AGM today. Considerable time has been allocated by a dedicated team of CCs.

Each meeting was attended by 5 or more Community Councillors and between 2 and 25 members of the public. We hold our meetings in public which enables open discussion and feedback before CCs make decisions. We also record our discussion and decisions in our Minutes of Meetings. Since we set up our own Website last summer, these Minutes along with any resulting communications are held for reference on the website. We trust the website now provides transparency and notices of all KCC activity. All meetings were held in Gartocharn except our meeting in November which was on Inchmurrin as part of an effort to take the meeting to all parts of the parish.

KCC thank Police Scotland for either attending or offering reports to each meeting.

KCC thank LLNP for attendance - Gordon Watson in May and David Robinson in November.

We responded to the Core Path consultation and our Councillors attended approximately 25 external events as listed in the Appendix.

In January we held a meeting with SNH on the subject of the Endrick Mouth Nature Reserve (SSI and SAC). This was held after our normal business meeting. This was attended by Loch Lomond fisheries Trust, Loch Lomond Association Jackie Baillie MSP along with 13 members of the community. The attendance demonstrated the interest in this natural asset by our community.

A special meeting was held on 11 Feb to discuss the revisions to Planning Application 2016/0126

I draw attention to a few notable activities and achievements during the year:

- Raising the awareness in the Community of the conservation and management issues pertaining to the Endrick Mouth National Nature Reserve
- Establishment of a dedicated website that gives access to all notices, transparency, meeting records and relevant CC documents with no access restrictions.
- Supporting the WW1 commemoration on 11 Nov.

The KCC is a voluntary organisation and we operate in accordance with procedures established by WDC. We are all busy people but find the time to represent Kilmaronock as best we can. This takes considerable time and diligence and I wish to thank all colleagues who have contributed to the operation and maintaining our high standards of compliance. I also thank all the participants in our meetings without which our knowledge would be less. The above activities, discussion and debate enable feedback to WDC and the NP. I would particularly thank Neil MacGregor our Secretary for the managing our formal communications and Andy Sinnott for very smoothly taking on the job of Treasurer and minute taking.

Lastly, I also wish to record that we have completed our affairs in accordance with the West Dunbartonshire Council procedures for Community Councils and Minutes for all our meetings are available on our website.

5) Treasurers Report

The treasurer reported on the 2 accounts held by KCC. Fiscal Year (FY) ran from 1st March 2018 to 28th February 2019.

The main account having a closing balance of £851.70

The Benevolent Fund having a closing balance of £668.21

Copies of the audited and signed accounts are appended to these minutes.

Report proposed by GM and seconded by JM

6) Secretary's report

The secretary was absent tonight.

7) Election of Office Bearers

The office bearers remain as :

Chair : Gavin McLellan

Vice chair : Jim Morrison

Secretary : Neil MacGregor

Treasurer : Andrew Sinnott

8) Appointment of representatives

Andrew Sinnott agreed to continue as the KCC representative towards Kilmarnock Community Trust

9) Appointment of independent examiner

David S. Taylor is re-nominated for this position pending his acceptance. **GM to follow up.**

10) AOCB

GM confirmed that new CC elections are due in 2020. Normally around March.

11) Date of next AGM

Monday 18th May 2020 @ 7:30 pm

12) Programme for forthcoming general meetings

1st July 2019

2nd September 2019

4th November 2019

6th January 2020

2nd March 2020

18th May 2020

Appendix 1

Meetings and Events attended :

Community Council Forum		
14/06/18	AGM & General meeting	Riverside Church Hall, Dumbarton
18/10/18	General meeting	Riverside Church Hall, Dumbarton
17/01/19	General meeting	WDC Church St, Dumbarton
WDC Development Events		
24/10/18	Consultation on WDC Local Plan 2	Alexandria Community Centre
27/10/18	Development Planning training workshop	Clydebank Town Hall
22/01/19	Community Transport #1 of 3 – Steering group workshop	Vale of Leven Academy
28/01/19	Making Things Happen (Community Empowerment Act) – Consultation workshops	Alexandria Community Centre
16/02/19	CC Roles & Responsibilities – training workshop	CVS offices, Clydebank
23/02/19	Participatory Budgeting Phase IV – Voting event	Clydebank Town Hall
26/02/19	Community Transport #2 of 3	Concord Centre, Dumbarton
26/03/19	Community Transport #3 of 3	Clydebank Town Hall
Consultation Events		
28/06/18	LLTNPA Trees & Woodland Strategy Workshop	Carrochan Rd, Balloch
07/12/18	Kilmaronock Old Kirk Trust – stakeholders consultation	KMH
17/01/19	Core Path Drop in @ LLTNPA	Carrochan Rd, Balloch
09/04/19	Healthcare in Vale of Leven	Concord Centre, Dumbarton
Other KCC meetings		
23/05/18	Joint community group meeting on CAP	KMH
25/09/18	Roads Group meeting with WDC and Sally Page	WDC, Church St, Dumbarton
13/11/18	Joint community group meeting on CAP	KMH
01/02/19	LLTNPA Planning Dept (Wards Update)	Carrochan Rd, Balloch
03/05/19	LLTNPA Conservation and Tourism Dept (NNR Update)	Carrochan Rd, Balloch
KCC sponsored events		
11/11/18	Battle's O'er	KMH

17/03/19	Smartocharn	KMH
Other		
01/06/18	WD Fairtrade Group	WDC, Bridge St, Dumbarton
19/06/18	B&HCC Public meeting on Flamingo Land	Alexandria Parish Church, Balloch
18/01/19	Community Partnership - Crowdfunding Workshop	Forth Valley Leader Offices, Stirling
11/05/19	Planning Democracy Workshops	Trades Hall, Glasgow

Report on Annual Accounts for Fiscal Year 2018-2019

Contents

Introduction	7
Explanation of Expenditure.....	7
Examination of Accounts	7
Audited Accounts.....	8
Appendix 1 – Cashbook Record	9
Appendix 2 – The KCC Benevolent Fund.....	10

Introduction

The Fiscal Year (FY) ran from 1st March 2018 to 28th February 2019

KCC hold two accounts, the first of which is the main account which is the official business account of the KCC. The second account is the KCC Benevolent Fund which is the modern incarnation of the Kilmaronock Poor Fund (see Appendix 2).

During the Fiscal Year, the office of Treasurer was borne by Andrew Sinnott.

The account signatories are Andrew Sinnott, Neil MacGregor & Ivan Mavor.

Explanation of Expenditure

Rental of Meeting rooms in KMH : £136.50

Walkway Insurance : £71.58 (pro-rated for this FY)

Comment : Due to adoption of the walkway, it has been confirmed that KCC are no longer required to take out insurance going forward.

Website : £335.40 (pro-rated for this FY)

Comment : This is the first year of the website so costs included development (£200.00), annual maintenance (£150.00) and hosting (£49.90). The maintenance split over the change of FY

Expenses : £108.71

Comment : An expense compensation scheme had replaced the flat rate honorarium.

The account ran a deficit of -£19.58 primarily due to additional room rentals required for special meetings.

Examination of Accounts

The accounts below were examined and approved by David S. Taylor and are presented tonight.

Andrew Sinnott
KCC Treasurer

Audited Accounts

KILMARNOCK COMMUNITY COUNCIL


INCOME AND EXPENDITURE ACCOUNT - YEAR TO 28 FEBRUARY 2019

<u>Income</u>	<u>2018-19</u>	<u>2017-18</u>
West Dunbartonshire Council	662.61	314.88
<u>Expenditure</u>		
Rent of Millennium Hall for meetings	136.50	88.00
Walkway insurance (pro-rata 2018-19)	71.58	331.23
Subs: Assoc for Protection of Rural Scotland	30.00	30.00
Stationery (expenses)	108.71	0.00
Website fees (maintenance and hosting)	335.40	0.00
	<u>682.19</u>	<u>449.23</u>
Net deficit	<u><u>(19.58)</u></u>	<u><u>(134.35)</u></u>

BALANCE SHEET AT 28 FEBRUARY 2019

Assets and Liabilities

Cash at bank	808.70	749.70
Prepaid insurance (n/a post 2018)	0.00	71.58
Amount due from KCC Benevolent Fund (2018 only)	0.00	50.00
Prepaid website maintenance	62.50	0.00
Accrued meeting room rental	(19.50)	0.00
	<u>851.70</u>	<u>871.28</u>
Represented by:		
Opening funds	871.28	1,005.63
Deficit for year	(19.58)	(134.35)
Closing funds	<u>851.70</u>	<u>871.28</u>

(signed) 
 19th April 2019

Andrew Sinnott, Treasurer

I have examined the foregoing accounts of Kilmarnock Community Council for the year ended 28 February 2019, and in my opinion they are in accordance with the books and records of the organisation and the explanations given to me.

(signed) 
 9 April 2019

David S Taylor ACA, Independent Examiner
 Auchendarich, Gartocharn,
 Alexandria, G83 8RR

Appendix 1 – Cashbook Record

Expenditure Cash Book - Year to 28 February 2018

<u>Date issued</u>	<u>Narrative</u>	<u>Cheque</u>	<u>Amount</u>
06/04/2018	KMH hire - KCC meeting 6th January & 8th March	217	27.00
24/05/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
21/06/2018	KMH hire - KCC meeting May	218	18.00
22/06/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
16/07/2018	APRS Annual Subscription	219	30.00
24/07/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
17/08/2018	KMH hire - KCC meeting July	220	13.50
20/08/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
03/09/2018	Inchmurrin Island Co hire - KCC meeting Sept	221	18.00
19/09/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
19/10/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
05/11/2018	Secretary Expense Claim	222	108.71
13/11/2018	Elizabeth McQuillan - Web development	BACS	350.00
21/11/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
12/12/2018	KMH hire - KCC meeting November	223	18.00
21/12/2018	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
23/01/2019	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
21/02/2019	1&1 INTERNET LTD.V70826806-92214040	DD	4.79
23/02/2019	KMH hire - KCC double meeting January	224	22.50
	KMH hire - KCC special meeting February	225	19.50
Total			<u>673.11</u>

*Association for the Protection of Rural Scotland (<http://aprs.scot/>)

Appendix 2 – The KCC Benevolent Fund

Benevolent Fund: year to 28 February 2019

Opening Bank Balance at 1/3/2018	818.21
Repayment to KCC account for C. Burn memorial	50.00
Payment to KMHA for Remembrance Day	<u>100.00</u>
Closing Bank Balance at 28/2/2019	<u><u>668.21</u></u>